



Police/Sr. Police Officer

Department: Police

EEO Code: 24

Class Code: 2122

FLSA: N

Effective: 01/08/2003

GENERAL STATEMENT OF DUTIES:

Under general supervision; performs work of considerable difficulty in police patrol operations in the field; and performs other work as required.

SPECIFIC STATEMENT OF DUTIES:

Patrols an assigned area in patrol car, motorcycle, bicycle, foot, boat, and plane enforcing laws and ordinances and maintaining police visibility; issues citations or warnings to violators; watches for missing persons and suspicious activity; conducts investigations, collecting and preserving evidence and maintains follow-up until relieved; searches for and apprehends violators; pursues fleeing violators on foot; apprehends violators utilizing defensive tactics and physical strength; restrains prisoners; transports and initiates processing of arrested persons; prepares for and testifies in court; conducts building checks; cites traffic offenders; directs traffic; investigates traffic accidents; interviews witnesses and victims; administers CPR and first aid; assists in a variety of fire, utility and other emergency situations; prepares accident, criminal and other case reports; operates radar, breathalyzer, firearms, and other police equipment and demonstrates learned skill; assists in the patrol training and evaluation of new recruits; completes mandatory training in defensive tactics and arrest procedures; attends state mandated in-service training courses.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Good knowledge of the basic principles, practices and procedures of police work; good knowledge of the controlling laws and ordinances; good knowledge of geography of the County; good knowledge of CPR and first aid; some knowledge of County courts system.

Considerable skill in reacting quickly and calmly in emergency situations and in making quick, reasonable and effective decisions; considerable skill in remembering names, faces and details of incidents; considerable skill in understanding and carrying out oral and written instructions; considerable skill in preparing accurate and complete written reports; considerable skill in establishing and maintaining effective working relationships with associates and the public.

MINIMUM EDUCATION AND EXPERIENCE:

Must have a high school education or have passed the General Educational Development exam; and two years college or 60 credit hours, or 2 years of continuous active military duty, or 2 years of experience in law enforcement, or at least 4 years of progressive and successful experience in a professional or business position(s); good physical fitness; or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

Must be 21 years of age. Must be eligible for and/or possess a Virginia vehicle operator's license.

| |
|---|
| <p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p> |
|---|